



CITY OF LONG BEACH POLICE RECRUIT APPLICATION



INFORMATION SHEET FOR POLICE RECRUIT APPLICANTS

The purpose of this sheet is to give you information about the selection process for the City of Long Beach Police Recruit examination. There are two phases to the selection process; the first is handled by the Civil Service Department and the second by the Police Department.

The first phase begins with the application, which should be filled out completely and returned to the Civil Service Department. Applications may be obtained and returned in the Civil Service Department between 7:30 a.m. and 4:30 p.m. or 24 hours online from August 29 through October 24, 2003. Please note that the office will be closed on Labor Day, Monday, September 1, 2003. The last day to file your application is Friday, October 24, 2003. When the application is returned, you will be assigned a file number. Candidates meeting the minimum requirements to file, as stated on the Job Opportunity Bulletin, will be invited to the written examination and video scenario examination. Both the written examination and video scenario examination are scheduled for Thursday, November 20, 2003 at the Long Beach Convention Center. The examination is tentatively scheduled to begin at 4:00 p.m. If you have not received notification by Friday, November 7, 2003, contact the Civil Service Office at (562) 570-6202.

The written examination will measure your ability to read, learn and apply police information, write reports and to observe and remember important details. The video scenario test will measure such skills as human interaction and situational judgment. The written examination is weighted 100% and video scenario examination is a qualifying examination. After these examinations, you will be mailed a notice of results. Only the names of candidates who are successful in both of these examinations will be placed on the eligible (hiring) list. The names of eligible candidates will be certified (sent) to the Police Department as needed.

The second phase of the selection process is conducted by the Police Department. It begins with an orientation/briefing, which includes a physical ability evaluation, conducted by Police Department personnel. The physical ability evaluation requires that the candidate perform the following:

Run 300 feet; scale a six foot wall; walk a balance beam; run another 300 feet; pass a grip strength test of 75 pounds; rest for 30 seconds; run another 50 feet; drag a 140 pound dummy 50 feet; place a dummy atop a 2 foot high platform

The entire course must be completed within 2 minutes and 30 seconds, and this time includes the 30-second rest period.

Candidates demonstrating the required physical ability will advance to a thorough background investigation and interview, a polygraph examination, a psychological evaluation and a thorough medical examination. Results are forwarded to the Police Management Review Panel for final selection.

POLICE RECRUIT - BACKGROUND INVESTIGATION

To qualify for the position of Police Recruit, applicants must obtain a Security Clearance from the Long Beach Police Department. Applicants are required to complete a detailed personal history questionnaire. Information given by the applicant will be verified during an extensive background investigation conducted by the Police Department. It will be necessary for the applicant to provide the following types of information as a part of the investigation:

1. **Relatives, References and Acquaintances:** During the course of the background investigation, persons who you know will be asked to comment on your suitability for the position of Police Recruit.
2. **Education:** Information you provide regarding your education will be verified.
3. **Residence:** A list of residences during the last ten years will be required.
4. **Experience and Employment:** A list of all previous and current employers will be required and they will be contacted to verify information regarding the applicant's employment. Emphasis will be placed on dependability, trustworthiness, relationships with co-workers and general job skills while employed.
5. **Military Service Records:** Information provided by the applicant regarding military service status will be verified.
6. **Financial Status:** The management of personal finances is relevant to an individual's qualifications for a position of trust, such as Police Recruit. The amount of indebtedness itself will not be used in evaluating the applicant's qualifications, but the behavior exhibited in meeting financial obligations is important.
7. **Legal:** The applicant's driving and insurance records will be evaluated. Also, any arrests will be reviewed and a serious conviction may be grounds for disqualification from the position. In accordance with state, law a felony conviction will result in disqualification.

A polygraph (lie detector) examination will be utilized to help clarify the information above and other information regarding the applicant's character, prior criminal activity or use of illegal drugs. Recent or prolonged involvement with marijuana, cocaine, heroin, or other illegal drugs may be grounds for disqualification from the position.